

Academic Policy Committee minutes 08/15/2017

Meeting was called to order By William Hobbs (ECUS facilitator) at 9:50

It was determined a quorum was present:

John Swinton agreed to take notes

Present: Joanne Previts, Rodica Cazacu, Carol Sapp, John Swinton, Catrena Lisse, James Winchester, Alesa Liles

Absent: Glynnis Haley, Mike Gleason, Hali Sofala-Jones, Carolyn Denard, Samuel Mutiti

Officers nominated and elected:

Chair: John Swinton

Vice Chair: Rodica Cazacu

Secretary: Catrena Lisse

Envelope of last year's annual report was received, contents distributed

The committee reviewed the major issues discussed the previous year:

- 1) Midterm Feedback: The committee expressed an interest in reviewing the State of Georgia Laws that impact feedback (it is believed that BOR regulations stem from direct state laws).
- 2) Technology support: There seems to be an interest to canvas faculty concerning whether or not their technological needs (in general – inclusive of personal computer and on-line support) are being met.

New business:

Alumni Relations would like to talk to APC about policies that might impact data collection from alumni. We will be reaching out to Mindy Miller to give her a chance to talk with us.

Operating Procedures:

The committee elected to retain the operating procedures from the previous year:

"In terms of SOP, the committee agreed to keep meetings rather informal, except for votes on policies. APC is composed of 13 members, so there will need to be 7 members present to establish a quorum. To conduct committee business. Other SOP items of committee agreement were to bring up agenda items early; to be respectful of when meetings begin and end; to require approval of extended time at regularly scheduled end of an APC meeting; require consensus before new items for discussion are brought to the attention of ECUS; and when possible, to invite guests to clarify information related to committee discussions."

We also acknowledged that US operating procedures permit for electronic discussion of items if achieving and maintaining a quorum becomes difficult.

The meeting was adjourned at about 10:40.

Respectfully submitted,

John R. Swinton